

**Office Memorandum • UNITED STATES GOVERNMENT**

TO : Director of Training

DATE: 25 September 1958

FROM : Chief/Language and Area School

SUBJECT: Weekly Activities Report #38

**A. SIGNIFICANT ITEMS**

None to report.

**B. OTHER ACTIVITIES**

1. At his request, Colonel White, the DD/S, was informed given a report of progress since the last LAS session with him over two years ago and an explanation of the new organization. He was relaxed, interested and gracious--obviously interested in learning rather than attacking.

2. [ ] have completed agreement on form and substance of LAS request for DTR approval to adjust contract salaries in accord with Agency standards and with the value to LAS of professional qualifications.

3. [ ] has reported on detail to LAS and is a very welcome guest. His arrival was most timely and has permitted us to encourage and agree to the resignation of a part-time contract employee. At least for the time being, a savings of over \$300 a month will result. [ ] is taking shold rapidly and is a real asset.

4. LAS contribution for the "Killian Report" has been completed and forwarded. Also draft for DDTR in reply to [ ] inquiry about providing proficiency tests at [ ]

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NO CHANGE in Class.  
☐ DECLASSIFIED  
Class. CHANGED TO: TS S C  
DDA Memo, 4 Apr 77  
Auth: DDA REG. 77/1763  
Date: 08 MAR 1979 By: [ ]

~~CONFIDENTIAL~~*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 24 September 1958

FROM : Deputy Chief, Plans, Research and Administration

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

1. A long conference was held by [ ] with DD/TR on Thursday, discussing in detail the new LAS program on interpersonal relationships overseas. During the course of this conference it was agreed that the length of the program could be reduced to one month, during which time substantially all of the material originally recommended could be adequately presented.

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2. [ ] held the first of several meetings on Friday on the preparation of coordinated job descriptions for the new LAS organization. Our purpose is to key all job descriptions together so that a complete picture of LAS responsibilities is reflected.

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3. [ ] on 17 September about the general progress of the language proficiency testing program and in particular about the revision of the grading scale.

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4. [ ] attended the meeting of the Language Development Committee and presented a review of the testing program from 5 February to the present.

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5. On 18 September [ ] explained the standard format test for four people from the Department of Defense.

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6. Forty people reported last week for Proficiency Tests in Italian, Russian, French, Hungarian, Korean and Polish.

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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 25 September 1958

FROM : Deputy for Language Training

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

1. The final tally of registrations for the Fall Trimester of the Voluntary Language Training Program is 343 students in 54 classes studying 16 languages. The great majority of the classes are this time being given in Quarters I. However, classes are also conducted in I, J, K, and M Buildings, [ ] and Barton Hall. Of the 54 classes 30 are conducted before working hours and 24 after working hours.

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DDS { 2. Increased interest has been shown by employees during the Fall Trimester of the VLTP in some of the more unusual languages. Recent events in the Middle and Far East no doubt have contributed to this interest. The VLTP now has 13 students studying Arabic, 4 - Armenian, 23 - Chinese, 4 - Czech, 3 - Finnish, 4 - Greek, 6 - Japanese, 2 - Persian, 9 - Polish, 6 - Swahili, and 3 - Turkish. As usual German is the most popular language with 88 students, followed closely by French with 84 students, Russian with 57 and Spanish with 22. An interesting fact is that less students are now studying Spanish (22) and Italian (15) than Chinese (23).

3. Part-time Intermediate Spoken French class started this week. Enrollment shows increasing trend for dependents to take part-time language training while their husbands are studying the language full-time. Two such cases with one more application are on hand.

4. Fifteen students in Basic German RSW (PT) have been divided into two sections. One of these is being taught by Mr. [ ] who has joined us temporarily.

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5. The Basic German RSW (FT) class started on Monday with four students. The number has since increased to six.

6. Mrs. [ ] who has been acting as contract instructor in connection with German classes for the past year, is leaving. She will remain for another two or three weeks to complete a translation project for [ ]

7. Full-time courses have begun in Persian (four students, including the wife of one) and Chinese (two students).



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SUBJECT: Weekly Activities Report

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None to report.

B. OTHER ACTIVITIES

1. EE's TO [ ] arranged for 23 of her division's staff to attend our preview of CBS's [ ]. This one-hour film is the best we have seen on the contemporary [ ] scene, and we shall use the more descriptive first half in the Americans Abroad Orientation.
2. Italy - BCS #1 begins 30 September and will run half a day, Tuesdays and Thursdays, to 4 December. Enrollment to date is 11, drawn from the following sources: [ ] 5; RID - 2; OCR - 1; Army - 3. Principal Instructor is [ ] under [ ] direct guidance. [ ] has repeatedly urged us to present this course, and [ ] is giving it his full backing. He will speak on three occasions and volunteered to obtain a commitment from [ ] to make the kick-off. In addition to [ ]'s 5 enrolled students, 5 others are being instructed to audit certain lectures. We are endeavoring to serve both elementary and intermediate level personnel better than we have done previously. By scheduling more discussion sessions, our staff will have more ample opportunity to test and improve the understanding of the beginners, while the lecture and panel sessions featuring the best talent in Washington will continue to appeal especially to the more sophisticated, including auditors drawn from all Agency activities.

3. We think R/TR's shop should consult us before deciding to defer publication of our submissions to the Bulletin. The article on our first senior-level seminar will not now appear until late October, whereas we had planned on two full months' lead-time for discussions with the interested divisions and screening of candidates before the enrollment deadline of 8 December. This article was turned over to R/TR one month ago, and we were just informed this week that it does not appear in the issue due out shortly.

4. We welcome with pleasure Mr. [ ] on detail to LAS from FE for a year. Mr. [ ] who has just returned from an extended tour of duty in [ ], will assume coordinate responsibility for area instruction embracing [ ] and East Asia.

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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 24 September 1958

FROM : Deputy Chief, Plans, Research and Administration

SUBJECT: Weekly Acquisitions for the LAS Area Library

1. During the past week the following books have been received in the LAS Area Library:

The Genius of Italy      2 copies